

DIARY NOTES

25X1
A-DD/A

25 and 26 February 1954

25X1
1. Discussed the proposed Regulation on the Psychiatric and Psychological Programs with [] and gave it to him for rewrite in accordance with General Cabell's suggestions. H

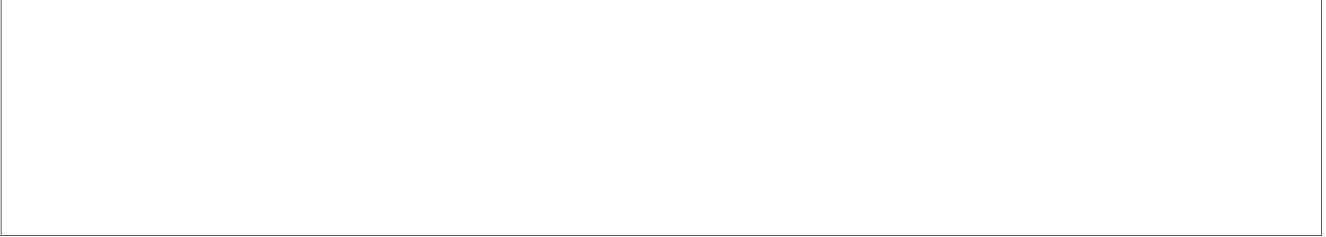
25X1
2. Gave [] the proposed Regulation on the Management Improvement Staff with General Cabell's suggestions and asked him to get it back to me as soon as possible. H

25X1
3. Also asked [] to consider the proposed relocation of space for the Management Improvement, Records Management, and Regulations Control Staffs and to give me his comments as soon as possible.

4. Asked Ed Saunders to prepare a memorandum to the Director outlining in detail our responsibility in connection with the [] 25X1
[] 25X1

5. Discussed with General Cabell and Mr. Dulles the propriety of considering the purchase of the building in which NCFE leases its present office space. Both Mr. Dulles and General Cabell were firm in their belief that we should not seriously consider the acquisition of this real estate. I have advised Ed Saunders to this effect.

25X1



DD/A DAILY ACTION SUMMARY
26 February 1954

<u>Originating Office</u>	<u>Subject</u>	<u>Action</u>
SA/DDA:EDE 25 Feb 54	Memorandum for Comptroller, Chief of Logistics, Chief, Medical Staff, Auditor-in-Chief, subject: "Cable and Dispatch Control" requesting internal survey be made by each office re communications to the field and make recommendations which might eliminate or improve problems, Reports requested to be submitted by 5 March 54; Att. Survey On Field Communications Procedures. ER-5-2538	Signed by EDE. 1 cy delivered to each add. by EDE. 2 cc DD/A chrono & subject. (Compt. cy delivered by WEB).
Chief, PAPS 25X1 10 Feb 54	Memorandum for [] subject: "Administrative Plan for [] Subprojects" w/att memo for DD/P, same subject, from Chief, PAPS, dtd 26 Jan 54, w/att Admin. Plan. ER-5-2336 5-1464	Orig. w/att fwa ^{25X1} by A-DD/A to A-Chief, PAPS w/translip stating proposal is approved. lcc - DD/A subject lcc trans slip in DD/A chrono.
Chief, RCS 25X1 25 Feb 54	Memorandum for A-DD/A, subject: "(1) Proposed Notice [] General, Receipt of Funds, (2) Proposed [] Same Title" w/att proposed notices. ER-5-2608	Concurred in l ^{25X1} A-DD/A 26 Feb. 54. Orig. w/att f ^{25X1} to C/RCS [] for publ ^{25X1} tion & [] for transmission to DD/P for authentication. lcc DD/A subject, lcc trans slip -DD/A chrono.
Chief, RCS 25X1 25 Feb 54	Memorandum for A-DD/A, subject: "Proposed Notice [] Telephones - CIA Telephone Directory" w/att proposed notice. ER-5-2611	Notice signed by A-DD/A. Orig. w/att fwa ^{25X1} to C/RCS for publication. 2cc - DD/A chrono & sub.
Deputy Ass't Director for Operations. 24 Feb 54	Memorandum for DD/A, attn: Management Improvement Staff, subject: "Revision of the Foreign Broadcast Information Division T/O, East and West Coast Bureaus" recommending revision as indicated in memo. ER-5-2555	O&I fwa ^{25X1} by WEB to AD/P.
DD/A 25X1	Personnel Action Reassignment for [] from OGS to DDP/WH.	Approved by WE ^{25X1} . Sent to PRD w/att sub. folder via 25X1A9A []

<u>Originating Office</u>	<u>Subject</u>	<u>Action</u>
25X1/A 26 Feb 54	Memorandum for [] subject: "Item to be Brought Up at the Next Assistant Directors Meeting" re claims submitted for approval under special authority granted by Confidential Funds Regulation. ER-5-2644	Signed by A-DD/A Original hand-carried to add. 2 cc - DD/A chrono & subject
Chairman, Property Survey Board 12 Feb 54	Memorandum for A-DD/A, subject: "Property Survey Report 00610" requesting approval of survey and approval to relieve responsible person of accountability and responsibility of property destroyed by fire. ER-5-2189	Approved by A-DD/A 26 Feb 54. Orig. w/att fwded to C/PSB. lcc DD/A chrono.
AD/Communications 24 Feb 54	[]	Noted by A-DD/A ^{25X1} Orig. w/att fwded by him to D/Sec requesting review & preparation of reply for A-DD/A signature. lcc - DD/A subject, lcc trans. slip in DD/A chrono.
A-DD/A 26 Feb 54	Letter to Chairman, U. S. Civil Service Commission, re Departmental Circular No. 742 which requested statistical report on operations of the employee security program. Attach (2) Standard Forms 77. ER-5-2631	Signed by A-DD/A O&l w/att sent via special messenger to add 2cc retained by SO, background fwded to them. 2cc - DD/A sub. & chrono.
25X1	[]	[]
25X1	[]	[]
[]	Travel Voucher for []	Approved by A- 25X1 DD/A. O&3 fwded to AIC, to be returned to AIC for consideration WWS

<u>Originating Office</u>	<u>Subject</u>	<u>Action</u>
A-DD/A 26 Feb 54	Memorandum for GC, Compt, AIC, C/LO, C/SO, C/MS, subject: "Nominations to the National War College and Industrial College of the Armed Forces" requesting each office to verify all eligible personnel have been informed of training available under subject, encourage submission of applications, and forward application to this Office by 15 March 1954. ER-5-2606	Signed by A-DD/A 1 cy fwded to each add., lcc-Exec.Secy, DD/A CSB, 2 cc -DD/A chrono & subject
A-DD/A 26 Feb 54	Memorandum for COA/DDP, subject: "Nominations to the National War College and Industrial College of the Armed Forces" containing same information as memo listed above, regarding employees with CD-A assignment. ER-5-2605	Same as above.
A-DD/A 26 Feb 54	Memorandum for Chief of Logistics, subject: "Agency Records Center Project" requesting report on subject project by 3 March 1954. ER-5-2564	Signed by A-DD/A Orig. & 1 fwded via special messenger to add. 2 cc -DD/A subject & chrono.
Chairman, Property Survey Board 12 Feb 54	Memorandum for A-DD/A, subject: "Property Survey Report 00612" w/att Survey Report, requesting approval of Survey and that responsible persons be relieved of accountability and responsibility in regards to property lost. ER-5-2188	Approved by A-DD/A 26 Feb 54. Orig. w/att fwded to C/PSB. 1 cc - DD/A chrono
Chairman, Property Survey Board 25 Feb 54 25X1	Memorandum for A-DD/A, subject: "Property Survey Reports 00605, 00606, 00607, and 00608" recommending approval of attached Reports of Survey. ER-5-2190	Approved by A-DD/A 26 Feb 54. Orig. w/atts fwded to C/PSB. lcc - DD/A chron
A-DD/A 26 Feb 54 25X1	Dispatch [redacted] subject: "Administrative -- Furniture Requisitions" re furniture [redacted] ER-5-2645	Both dispatches signed by A-DD/A Orig. of each fwded to COA/DDP by special messenger, to be routed to C/EE & Message Center for dispatch. lcc EE Div. by special messenger. lcc of each to, C/LO, 2cc to DD/A, chrono & subject

DD/A DAILY ACTION SUMMARY
. 25 February 1954

Originating Office

Subject

Action

A-DD/A

24 Feb 54

Memorandum for AD/Operations, subject: "Claim for financial Loss [] stating that claim cannot be approved under authority of Confidential Funds Regulations and returning file of documents relating to the claim.
ER-5-2521

Signed by A-DD/
Orig. w/atts25X1
fwded to AD/O,
lcc handcarried
by WEB to IG on
24 Feb. 2 cc -
DD/A chrono &
subject.

25X1

SA/DDA: []

25 Feb 54

Memorandum for Chief, Regulations Control Staff, subject: "Weekly Activity Report of the Office of the Comptroller" re extracts from Activity Report of the Comptroller of the week ending 23 Feb 54.
ER-5-2528

Signed by EDE.
Orig. fwded to
add. 2 cc - DD/
chrono & subject

Chief, RCS

4 Feb 54

Memorandum for A-DD/A (dittoed), subject: []
[] Appointments" w/att proposed regulation.
ER-5-1793

Noted by EDE25X1
Returned to C/
RCS.

25X1

25X1

Mr. []

Draft of suggested revision of []

Noted by EDE25X1
Fwded to Mr.
[] per conversation.

25X1

Mr. Houston

Travel Voucher for Lawrence R. Houston.
ER-5-2566

Approved by A-DD/A 24 Feb 54.
O&3 fwded to
Fiscal Division,
lcc fwded to GC.

A-DD/A

24 Feb 54

Memorandum for GC, D/Sec, Compt, AIC, C/LO, C/MO, C/RCS, C/PAPS, subject: "Director's Daily Log" requesting information be submitted to this Office if deemed appropriate for Director's Log, w/att cc of memo to A-DD/A, same subject, from EO/DCI, dtd 15 Feb 54.
ER-5-2456
5-1303

Signed by A-DD/A
1 cy w/att fwded
to each add. 2cc
DD/A chrono &
subject.

Chief of Logistics

18 Feb 54

Memorandum for C/RCS, thru A-DD/A, subject: "Proposed Notice [] Rates for Reimbursement to Employees on a Commuted Basis for Shipping Effects Within the U.S., w/att proposed notice.
ER-5-2358

Noted by this
Office. O&1 25X1
att. fwded to C/
RCS. For final
editing & sub-
mission for
authentication.

<u>Originating Office</u>	<u>Subject</u>	<u>Action</u>
WE 25X1	Request for advance of funds, \$28,000 in connection with Project []	Approved by A-DD/A 25 Feb. O&2 taken to Finance Division by Mr. [] [] of WE.
COA/DDP 17 Feb 54 25X1	Memorandum for A-DD/A, subject: "Report of Records Survey of the Records Integration Division, FI, and Western Hemisphere Division" w/att Survey Report of subject. ER-5-2378	O&1 w/att fwded by WHM to Mr. [] [] for information and whatever action is necessary.
SA/DDA: [] 25X1	Request for Training for []	Signed by DCK. O&3 fwded to OTR.
Lt. Gen. Ralph J. Canine U.S.Army Director 16 Feb 54	Memorandum for the Director, subject: "Automobile Request" re automobile for NSA. ER-5-2559	lcc fwded by WEB to Comptroller, (approved by A-DD/A 21 Feb.) for action to coordinate reimbursement arrangement. Orig. given to C/LO 24 Feb 54.
Assistant to DD/I (Admin) 25 Feb 54 25X1	Memorandum for DD/A, attn: Management Improvement Staff, subject: "Transfer of Ceiling Slot to Far Eastern Division" requesting one ceiling slot be transferred to FE Division from present ORR allocation. ER-5-2604	Orig. w/att basic fwded by WEB to MIS for recommendation.
SA/DDA: [] 25X1	Memorandum for Colonel White re attached proposed [] ER-5-2212-A 5-2212	Orig. w/att by hand by EDE to Mr. [] for review and return. 25X1